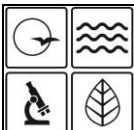


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|  Missouri Department of Natural Resources Administrative Policies and Procedures | | |
| Chapter 3 Work Environment | | |
| Risk Management Committee Policy | Effective date | Revised |
| Number: 3.10 | March 17, 2003 | |

The department's Risk Management Committee (RMC) is a standing committee that reviews health and safety concerns affecting department staff and our guests, makes recommendations and advises management on safety and health risk issues that affect employees, guests and department operations.

REFERENCES

Missouri Sunshine Law, section 610.021, paragraphs 1 and 3.

DEFINITIONS

Accident: An unexpected or unintentional event (regardless of location) in which equipment or property is damaged or injuries or fatalities result.

Deputy director: The department's deputy director for operations

Division: One of the functioning agencies within the department, including:

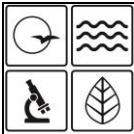
- Office of the Director (including the Division of Administrative Support, Soil and Water Conservation Program, Water Resources Center and Energy Center)
- Division of Environmental Quality
- Division of Geology and Land Survey
- Division of State Parks
- Field Services Division

Risk management: The process of identifying and evaluating situations, conditions, processes or equipment that have some probability of resulting in an accident, then implementing appropriate preventive or corrective actions so as to reduce or eliminate the probability that an accident will occur.

GENERAL PROVISIONS

The RMC examines employee safety and health issues, reviews new and current safety and health policies, and submits recommendations to the deputy director of operations for approval and implementation. Employees are encouraged to attempt to resolve issues through appropriate channels before bringing concerns to the committee.

DNR Risk Management Committee members represent employees from their respective divisions.



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Concerns submitted anonymously will be addressed by the committee, however, they may not be given as much credence as an issue brought to the committee by an identified source, due to the inability of the committee to verify information or ask questions of the person making the concern known.

Division and program directors will support the approved recommendations of the RMC through implementation of recommended actions, coordinated with the deputy director. The committee understands that fiscal constraints may effect implementation of the recommendations.

Confidentiality

It is essential that members of the RMC maintain confidentiality concerning matters that can be identified with individual employees or other matters that have been designated confidential. Each member will sign a Statement of Confidentiality upon appointment to the RMC.